

**DRAFT MEETING MINUTES
CITY OF MILPITAS**

Minutes of: City Council Open Government Subcommittee
Date: Wednesday, April 4, 2007
Time: 5:30 PM
Location: Committee Room, Milpitas City Hall,
455 East Calaveras Blvd., Milpitas

I. ROLL CALL PRESENT: Vice Mayor Livengood, Councilmember Gomez

STAFF: City Attorney Eric Danly (by telephone conference),
City Clerk Mary Lavelle

CALL TO ORDER Meeting was called to order at 5:32 PM.

II. APPROVAL OF AGENDA – approved by consensus

III. APPROVAL OF MEETING MINUTES - approved for March 7, 2007

IV. PUBLIC FORUM – None

V. DISCUSSION OF OPEN GOVERNMENT ORDINANCE

Direct Staff to Provide Training

Training regarding requests for **public records other than at City Hall**, under the Public Records Act, should be authorized by the Council at the next meeting. Vice Mayor Livengood requested the City Clerk to place this matter on the agenda, and the City Attorney responded that he/his firm can provide appropriate training to City staff at public counters.

Workplan topics

1. Mr. Gomez noted he would like to request the City produce a Full Disclosure Budget. With that, he meant a budget more available to the public, a more open budget process with an ease of use. The City Clerk agreed to notify the City Manager and Finance Director about this item.

2. Public Outreach Policy – on the standard for development projects, there is a state minimum required for zone changes, general plan amendments, EIRs, and certain projects. Council members wanted to investigate what else the City could do to “get the word out” about public meetings on issues like these. They requested the Planning Director to attend the next subcommittee meeting to report on this issue.

3. Police and other departments’ public records: open government problems had been reported in other jurisdictions (reference to CalAware report on Police Departments). Subcommittee members wished to have Milpitas avoid mistakes of other cities with respect to the provision of public records. They indicated it was important to hold staff responsible for providing to the public what was allowed by law, and training would be needed so City staff was knowledgeable about what can or cannot be given out. See request above to bring this issue to City Council.

4. New form for City disclosure of additional information for annual conflict of interest forms: Beyond the state Fair Political Practices Commission's Form 700 filed annually, the Vice Mayor requested staff draft a new form to require (1) more specific disclosure of officials' annual salary whether or not it was government-earned and (2) specific dollar amounts on value of properties owned including primary residence. The City Attorney reiterated remarks made last month that in terms of enforcement of this type of disclosure, the City would be responsible (not the state FPPC).

5. Regarding cable television broadcast capability from the City Hall Committee Room on the new TV-26 public access channel, the Subcommittee would like more information in the near future about how Information Services staff will implement additional programming, by whom and when, specifically of Committee and Subcommittee meetings in that room.

6. Report on technology – Mr. Gomez wanted report regarding what records are available on the City's website.

VI. ADJOURNMENT

There being no other business before the Subcommittee, the meeting was adjourned at 6:05 PM.

Meeting minutes submitted by
Mary Lavelle, City Clerk